

# Course Information



**CI Arb**  
evolving to resolve

## Introduction to International Commercial Arbitration

8<sup>th</sup> & 9<sup>th</sup> January 2020, Ha Noi-Viet Nam

Held in conjunction with:



Supported by:



INTERNATIONAL CENTRE  
FOR DISPUTE RESOLUTION®



**Venue: Vietnam International Arbitration Centre - No. 9 Dao Duy Anh, Kim Lien, Dong Da, Ha Noi, Vietnam.**

The Chartered Institute of Arbitrators invites participants to attend the Introduction to International Arbitration Course in Ha Noi, Vietnam on 8<sup>th</sup> & 9<sup>th</sup> January 2020.

This course will provide candidates with an understanding of the general principles of international (i.e. non-domestic) arbitration and its relationship with other dispute resolution processes. It will also introduce candidates to the legal framework of, and good practice and procedure in, international arbitration.

In addition, there will be a special panel discussion on Institutional Arbitration at which representatives from arbitral institutions, including the SIAC, ICC, AAA/ICDR, WIPO Arbitration and Mediation Center and VIAC, will discuss their experiences in administering institutional arbitration and their respective institutional rules.

### Who should attend?

Lawyers, in-house counsel, legal executives, expert witnesses, mediators, case managers, government officials, full-time law students and other professionals interested in international arbitration.

### What is covered within the syllabus?

- Comparison of dispute resolution procedures;
- Fundamental principles of the international arbitration process;
- The UNCITRAL Model Law and Arbitration Rules;
- Arbitration rules: institutional and ad hoc agreements;
- Arbitration procedures: documents only and oral hearings;
- The legal framework: the importance of the seat, the New York Convention, procedural laws, and procedural rules;
- The arbitration agreement;
- Commencement of the arbitration;
- An arbitrator's jurisdiction and powers;
- The arbitration process: obligations of the tribunal, responsibilities and obligations of the parties;
- Managing the arbitration process: communications, preliminary meeting, interlocutory matters, dealing with factual and opinion evidence and disclosure of documents including introduction to the IBA Guidelines;
- Presenting the claim and the defence: alternative methods;
- Procedure at a typical hearing, including contrasting common and civil law jurisdictions;
- Costs and interest: alternative approaches in different jurisdictions;
- Essentials of an enforceable award.

### **How is the programme delivered?**

The course is delivered over 1.5 days. The first day is the CIArb Introduction to International Arbitration course and the second half day consists of 3 special sessions (which are not strictly part of the CIArb Introduction course and will not be examined as part of the online assessment).

### **What are the entry requirements?**

There are no entry requirements. The course is intended for candidates who:

- ✓ are new to the field of international arbitration;
- ✓ wish to learn more about international arbitration and its benefits to users;
- ✓ wish to become an Associate member of CIArb.

English Language Competence - CIArb training and assessment is carried out in English it is therefore essential that candidates are proficient in both written and spoken English. Where English is not a candidate's first language it is recommended that they have achieved a standard that is, as a minimum, equivalent to the International English Language Testing System (IELTS) level 7 or a score of 94-101 in the Test of English as a Foreign Language (TOEFL) system. CIArb issues this advice as a guideline and, while it will not require any evidence of this standard prior to enrolment on a course, candidates who do not have this standard of English may be disadvantaged.

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### **What are the learning outcomes?**

On successful completion of this course, candidates will be able to:

- ✓ understand the background to international arbitration;
- ✓ describe the processes and procedures in international arbitration; and
- ✓ understand international arbitration in the context of other forms of dispute resolution.

#### **What is the course fee and what does it include?**

The course fee is **US\$ 150.00 (VND 3,525,000)** or **US\$ 120.00 (VND 2,820,000)** for members of CI Arb and members from Supporting Organisations and **US\$ 50.00 (VND 1,175,000)** for Full-Time Students.

The fee includes registration on the course, the first attempt at the assessments, study materials and refreshments throughout the day. It excludes the online assessment of £50.00 to be paid separately after the course.

The closing date for registration is **03 January 2020**.

An early bird rate of **US\$ 110.00 (VND 2,585,000)** or **US\$ 95.00 (VND 2,232,500)** for members of CI Arb and members from Supporting Organisations is available for registrations accompanied with payment received by **27 December 2019**.

#### **How do I register for the course?**

Registration for this course can be made by reaching Ms. Thien Nguyen at [ciarbvietnam@gmail.com](mailto:ciarbvietnam@gmail.com) or +84 38 687 4633/+84-8-3823 2648 or completing registration form in the link below and payment.

Participants can made payment via domestic transfer.

#### **What is CI Arb's policy on cancellation of courses?**

CI Arb reserves the right to cancel or change the date, venue or content of the programs and the names of speakers, lecturers and tutors. Candidates will be provided with adequate notice of any change. If CI Arb has to cancel a course, candidates will be provided with a full refund or the opportunity to transfer their registration to the next course. Should a candidate wish to cancel his or her registration for a course, notification must be given in writing and received at [ciarbvietnam@gmail.com](mailto:ciarbvietnam@gmail.com) at least 10 days before the date the course is due to commence. If a candidate fails to give such notice, CI Arb may apply a cancellation charge of 50% of the course fee or such other amount as it may in its sole discretion determine.

#### **CI Arb Membership**

Upon successfully completing a Course Assessment, Candidates may apply to become a CI Arb Associate Member and enjoy the advantages and benefits of becoming a CI Arb member.

#### **Course Assessment**

The Course Assessment is carried out through an online multiple-choice test accessed via Moodle. Candidates will have 28 days to complete the assessment. Candidates must achieve a minimum overall mark of 55% to pass the assessment. Participants may register for the Online Assessment with CI Arb after attending the Introduction Course. The course fee does not include the fee for taking the online Course Assessment. The CI Arb online Assessment fee is **£50.00**.

## Advantages and Benefits of become a CIArb Member

CIArb Membership provides a world-class qualification demonstrating excellence in ADR. Members come from different backgrounds, with varying knowledge and skills. Our renowned training scheme provides opportunities to upgrade your membership as your ADR experience develops. CIArb's tiered Training Pathways deliver expert know-how and are ideal for supporting your career progression in the ADR field. CIArb's network supports more than 15,000 alternative dispute practitioners in 133 countries around the world.

- As a member of CIArb, we offer support to our international membership through a range of benefits. These benefits complement your professional status and of belonging to an organisation which offers true global recognition of ADR expertise. (For more details visit [www.ciarb.org/membership/benefits\\_of\\_membership](http://www.ciarb.org/membership/benefits_of_membership))
- Be a part of the more than 15,000 CIArb members around the world.
- Use of Post-nominal qualifications, ACIArb, MCIArb or FCIArb, to indicate your status as you progress through your career.
- Knowledge sharing and networking opportunities at our global network of branches, conferences, events and workshops.
- Inclusion in the Members' Directory which is available to the general public.
- Receive the industry leading publication, The Journal, quarterly.
- Free subscription to Resolver CIArb's quarterly magazine.
- Receive the latest industry news in E-Solver monthly.
- Use of our Information and Resource Centre and the Maughan Library.
- Access to guidelines, Codes of Ethics, principal Rules and Procedures.
- Discounts on training courses and conferences to enhance your ADR career.
- Savings on Professional Indemnity Insurance.
- Benefits of CIArb becoming a Recognised Body of the Professional Paralegal Register (PPR)

### Gold Sponsor:



### Venue Sponsor:



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[Details](#) | [To Register](#)

**For more information, please contact**

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Follow us [here](#) for updating more about the course and CI Arb Vietnam.